



Perth & Kinross Health and Social Care Partnership

Chief Officer Vacancy

Joint Appointment Arrangements

The Chief Executives of Perth & Kinross Council and NHS Tayside have jointly updated the job description and person specification in advance of advertising this post.

The Public Bodies (Joint Working) (Scotland) Act, the post is referred to as Chief Officer. This post is the equivalent of a Director in both Perth & Kinross Council and NHS Tayside.

The salary grade for the post will depend on whether the successful candidate is employed by the Council or by NHS Tayside. The current NHS Grade is Executive grade E (£83,463 to £109,127) and a process is underway to re-evaluate the post via the NHS National Evaluation Committee. Within Perth & Kinross Council, the post is graded CO51 (£121,701) which equates to Director level.

An overview of the appointment process is given below:

The recruitment of Chief Officer is a joint Perth & Kinross Council and NHS Tayside process.

An Appointment Sub-Committee will be established comprising four voting members of the Integrated Joint Board (IJB), namely two Elected Members from Perth & Kinross Council and two Non-Executive Members of NHS Tayside. The IJB members will have delegated authority to participate in the selection process and to confirm the Appointment of the successful applicant to the role of Chief Officer.

The Chief Executives of Perth & Kinross Council and NHS Tayside will also be members of the panel. Finally, Pauline Johnstone, Corporate HR Manager, Perth & Kinross Council and Jackie Bayne, Head of HR, NHS Tayside will be HR Advisers to the panel.

Both partner organisations have their own employment policies and procedures which must be considered in any recruitment and selection process. There is also guidance in the form of the Joint Appointments Guide which provides a checklist for success with joint appointments in Health and Social Care Integration.

The post of Chief Officer is a permanent appointment. Given the seniority of the post, this type of vacancy will be advertised externally at the same time that it is advertised internally within the partner organisations. The vacancy will be advertised through MyJobScotland and the NHS Jobtrain, with the application process being administered through the Perth & Kinross Council recruitment system.

The vacancy will also be promoted using social media – Facebook, Twitter and LinkedIn.

Applicants will be required to complete an online application which will ensure consistency in the type of information available to the Appointment Sub-Committee when deciding who to invite to take part in the appointment process. The process will be administered by the Recruitment Team within Perth & Kinross Council in line with recent discussions on joint recruitment.

For a senior executive position, both NHS Tayside and Perth & Kinross Council have similar appointment processes which utilise a range of selection methods including panel interviews, presentations, personality and ability testing and references. Questions will be developed by the Human Resources Advisers for consideration and agreement by the Appointment Committee.

Therefore, the appointment process for the Chief Officer is designed as follows:

- Assessment Centre, incorporating personality and ability tests
 - Panel interview with the Appointment Sub-Committee
 - Unseen presentation (to be delivered at the start of the interview)
 - References – for the successful candidate

External consultants will be engaged by NHST to run the Assessment Centre. The consultant will provide feedback to the Appointment Committee on each candidate's performance with reference to the person specification.

The successful candidate would be employed by either Perth & Kinross Council on local authority terms and conditions or by NHS Tayside, on NHS terms and conditions, depending on which organisation they come from. It should be noted that as the salary and terms and conditions package differ in each organisation, the candidates cannot select terms from each employer: they will be offered the whole package of terms and conditions from one.

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